

**TOWN OF ALLENSTOWN
EMPLOYMENT OPPORTUNITY**

Assessing Clerk

The Town of Allenstown is seeking a permanent part-time Assessing Clerk. The successful candidate must be a team player with excellent customer service skills. Proficiency in MS Office and familiarity with municipal software packages such as BMSI and Universe preferred. Previous experience in assessing or with municipal office functions is also preferred. This is approximately a 24 hr/week position. Cover letters and resumes may be sent to: Town of Allenstown, Assessing Clerk Search, 16 School Street, Allenstown NH 03275 or aa@allenstown.org.